

FINANCE COMMITTEE

Minutes

August 3, 2015

Regular meeting of the Finance Committee was held on Monday, August 3, 2015 at 7:00 p.m. in Room #112, Town Hall with the following members present: D. Bruce, J. Burke, J. Denneen D. Crowley, Paul Stasiukevicius, T. Bowen, P. Hinton, J. Vaillancourt, M. Trudell, J. Lowre, R. Mariani, J. McDermott, S. Lawson. Members absent were K. Guyette and A. Healy. Also in attendance was Town Administrator J. Johnson, Fire Chief T. Bailey and Cable T. V. Representative R. Morton.

7:00 p.m. – Quorum being present, the meeting was called to order by Chairman D. Bruce.

New Members

Chairman welcomed the new members that have recently been appointed by the Town Moderator T. Brady: T. Bowen, R. Mariani, P. Stasiukevicius, J. Vaillancourt. New member K. Guyette was not present. Mr. Mariani will not be participating in any voting due to not being sworn in.

Reorganization of the Committee

Nominations were open for the position of Chairman, Vice-Chairman and Secretary. D. Bruce explained that it is a requirement of the Town By-laws that the Committee reorganize during the month of July. This is traditionally done after the new appointments have been made by the Moderator.

Chairman

MOTION MADE by J. Denneen, Seconded by J. Burke to place in nomination the name of D. Bruce as Finance Committee Chairman, Motion Approved (12-0-0) (12 voting)

Vice-Chairman

MOTION MADE by J. Denneen, Seconded by S. Lawson to place in nomination the name of J. McDermott as Finance Committee Vice-Chairman, Motion Approved (11-0-1) (J. McDermott abstained) (12 voting)

Secretary

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MOTION MADE by J. Denneen, Seconded by M. Trudell to place in nomination the name of J. Burke as Finance Committee Secretary, Motion Approved (11-0-1) (J. Burke abstained) (12 voting)

Committee Appointments/MPIC and Capital Budget

The terms of D. Crowley on the Master Plan Implementation Committee and J. Burke on Capital Budget expired on June 30, 2015. Chairman asked the committee members if anyone was interested in serving on these committees. D. Crowley due to other commitments is no longer available.

Master Plan Committee – Committee is working on updates to a 20 year plan and they meet on Tuesday evenings on a monthly basis and bring back information to the Finance Committee. Consensus was to wait till there is a full committee to look for a member to serve in this committee.

Capital Budget – J. Burke had replaced FinCom Member C. Lane on this committee. She would like to continue on the committee, and has gained a good deal of knowledge serving on the committee. Capital Budget deals with expenditures in the \$5,000 range and that have a five year use. Assistant Town Administrator is the liaison to this Committee.

MOTION MADE by T. Bowen, Seconded by M. Trudell to nominate J. Burke as the Finance Committee appointment to the Capital Budget Committee, Motion Passed (12-0-0) (12 voting)

Secretary will check with Town Clerk on the length of the term and whether it is a requirement to be sworn in again.

Finance Committee Tours

Finance Committee visits the different departments in town whenever possible and reviews how the money is being spent. Department heads like to see members of the Finance Committee and have the opportunity to speak to them and explain the workings of their department. Committee sometimes goes as a group or can go as an individual. This is usually done during the Fall.

October 19, 2015 Fall Annual Town Meeting

Finance Committee usually begins the review of the Fall Town Meeting Warrant in September, after the closing of the warrant. (August 25, 2015)

Town Administrator spoke to their being no capital requests for this Fall, unless of an emergency nature. Planning Board will have zoning articles on but they only meet once in the month of August to finalize their articles. There could be a grant acceptance for

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the Turner's Pond Dam and he anticipates budget adjustments due to new growth numbers and resignation of various employees. Also anticipates request for Charter changes. The Assistant Town Clerk is retiring and there are other anticipated resignations. Selectmen are in discussion on putting an article on the warrant to increase the number of liquor licenses available.

Finance Committee discussed putting an article on the warrant to publish the committee's recommendations electronically and no longer mailing out to the residents. Any changes to the Charter have to go before Town Meeting then on to an election ballot.

7:30 p.m. – Committee Member S. Lawson left.

Finance Committee Meetings

Meetings usually start at 7:00 p.m. and end at 9:30 p.m. whenever possible and are usually held in Room 112 at the Town Hall on Mondays and Thursdays. Committee will tentatively begin meeting on Thursday, September 3, 2015 to review the warrant.

Town Vehicles

Town Administrator will provide a list of all town vehicles to the Committee.

Project Manager

Town Administrator spoke to the hiring of a Project Manager. It has been narrowed down to five companies and they will be reviewing the qualifications over the next two weeks. It will be the same project manager for Police, Fire and Council on Aging.

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MOTION MADE by J. Denneen, Seconded by J. Burke to approve the minutes of the June 15, 2015 meeting, Motion Passed, (7-0-4) (P. Stasiukevicius, T. Bowen, J. Vaillancourt and P. Hinton abstained) (11 voting)

Adjourn:

MOTION MADE by J. Denneen, Seconded by P. Hinton to adjourn the meeting at 7:40 p.m., Motion Passed (11-0-0) (11 voting)

Respectfully submitted,

Clare P. Abril, Clerk

